CALL TO ORDER AND PLEDGE
Chair Croatt called the Regular Meeting of the Scott County Community Development Agency Board of Commissioners to order at 4:07 p.m. October 10, 2017, and led the Pledge of Allegiance.

ROLL CALL

2.1) Introduction of New Employees
Assistant Housing Director Jensen introduced Grace Moua, new Housing Specialist-Rental Assistance. Housing Director Siegert introduced Evie DeGravelles, Housing Specialist-Project Based. Commissioners welcomed them aboard!

Commissioners present: District I, DeAnn Croatt
District II, Ben Zweber
District V, Jane Victorey (arrived at 4:27)
District IV, Patti Sotis

Commissioners absent: District III, Kent Robbins

Staff present: Bill Jaffa, Executive Director
Terri Gulstad, Finance Director
Julie Siegert, Housing Director
Stacy Crakes, FSS Business Development Director
Linda Janovsky, Recording Secretary

Others present: Jon Ulrich, Scott County Commissioner
Kathy Aho, Springsted

MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting Minutes – September 12, 2017
Commissioner Sotis made a motion to approve the Minutes of September 12, 2017. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.

AGENDA ACTION(S)

4.1) Agenda Modifications
No agenda modifications were requested.

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.13, 6.21, 6.6, 6.8)
Commissioner Sotis made a motion to approve the Consent Agenda. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.
5)  FINANCIAL REPORT

5.1)  Payment of Bills
Commissioner Zwebel made a motion to approve the check registers in the amount of $400,378.59. Commissioner Sotos seconded the motion. Unanimous roll call vote followed. Motion carried (3-0).

5.2)*  Procurement Summary
[Consent item; no discussion]

5.3)  Bond Issues Refunding
Kathy Aho, Springsted, was in attendance to provide information on two bond refundings for the $7,360,000 Housing Development Revenue Bonds, Series 2007 (Scott County, Minnesota – Unlimited Tax General Obligation – Glendale Apartment Project) and the $2,400,000 Facility Lease Revenue Refunding Bonds, Series 2008A (the “Savage Bonds”). The “Savage Bonds” would be strictly a benefit for the City. Finance Director Gulstad and Ms. Aho answered Commissioner questions. Official action will occur at the next meeting. Commissioner Sotos made a motion to approve going forward with the bond refundings. Commissioner Victorsey seconded the motion. Unanimous voice vote followed. Motion carried.

6)  OLD BUSINESS

6.1)  Affordable Housing Programs

6.11)*  Affordable Housing Occupancy Report
[Consent item; no discussion]

6.12)*  Housing Choice Voucher Utilization Report
[Consent item; no discussion]

6.13)*  Reasonable Childcare Allowances
[Consent item; no discussion]

6.14)  Real Estate Action Center (REAC) Report
Housing Director Siebert reported that the CDA received a score of 97/100 for the Prior Manor HUD inspection and thanked Housing Specialist Mary Olson and Housing Maintenance Technician Marc Blanc for their excellent work. The Board Chair offered her congratulations.

6.2)  Home Ownership Programs

6.21)*  Homeownership Programs Report
[Consent item; no discussion]

6.3)  Liaison Report – Scott County Commissioner
Commissioner Ulrich was in attendance and provided an update on several road projects/transit initiatives that are underway. Commissioner Ulrich also stated that FISH meetings continue to go well. Other issues Commissioner Ulrich briefed the Board on
were New Options (day training and habilitation program) service providers and a
possible homeless initiative.

6.4) First Stop Shop (FSS)
FSS Business Development Director Crakes was in attendance and provided the Board
with an update on activities, including the FAST-Track Challenge, upcoming Economic
Development (EDI) grant submittals and timeline, as well the grant applications
submitted to the State for the “Local Government Innovation Awards” for Technology
Village, First Stop Shop, and Life-Cycle Housing Presentations. The award
announcements take place by December 7. Business Development Director Crakes also
provided an update on activities of the 50 by 30 Workforce Readiness Group.

6.5) SC-CDA Development Activities

6.51) Central Business District Development Concept - Belle Plaine
Executive Director Jaffa stated that this would be a good project for the City to
submit for an Economic Development Incentive (EDI) grant.

6.6)* Families and Individuals Sharing Hope (FISH)
[Consent item; no discussion]

6.7) River City Centre Master Lease Tenant (MLT)
Executive Director Jaffa indicated that all required information from the MLT has been
received by Great Lakes Management. Unfortunately, with the recent heavy rain, one
of the open retail spaces incurred some water damage and that is in the process of
being repaired. Additionally, the Executive Director attended a Downtown Shakopee
meeting.

6.8)* Residential Chemical Dependency-Mental Health Treatment Center – Shakopee
[Consent item; no discussion]

6.9) Agency Plan FY2018

6.9.1) Resident Advisory Board (RAB) Review of Policy Changes
Executive Director Jaffa reported that this was the second year with this group of
participants as the Resident Advisory Board. The RAB asked some good
questions and it was a pleasure to meet with them. Commissioner Sotis made a
motion to accept the Minutes of this meeting. Commissioner Croatt seconded the motion. Unanimous voice vote followed.

6.9.2) PUBLIC HEARING – 2018 Agency Plan

6.9.2.1) Open Public Hearing
Commissioner Victorey made a motion to open the Public Hearing at
4:52 p.m. Commissioner Zweber seconded that motion. Motion
carried.

6.9.2.2) Public Hearing
No one from the public was in attendance.
6.9.2.3) Close Public Hearing
Commissioner Croatt made a motion to close the public hearing at 4:53 p.m. Commissioner Zweber seconded the motion. Motion carried.

6.9.3) RESOLUTION NO. 31-17: AUTHORIZING APPROVAL OF THE SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY’S ANNUAL PLAN COMPONENTS DEVELOPED IN COMPLIANCE WITH PHA PLAN REGULATIONS 24 CFR PART 903 AND AUTHORIZING SUBMISSION OF CERTIFICATIONS
Housing Director Siegert briefly explained the changes to the Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy, including changes to the Violence Against Women’s Act (VAWA). Commissioner Sotis made a motion to approve Resolution No. 31-17. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried (4-0).

(7) NEW BUSINESS

7.1) Market Village Elevator
Executive Director Jaffa reported on the significant work that is occurring on the elevator and that if any resident needed to temporarily stay somewhere else until the elevator was fixed, they would receive an abatement on their rent. It is expected the elevator will be up and running this Friday, October 13, 2017. Great Lakes Management has done a terrific job managing the elevator repair and their communication with residents.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting November 14, 2017
8.2) EDI Grant Committee November 20, 2017
8.3) SPECIAL Meeting: as needed

DeAnn Croatt, Chair

Patti Sotis, Vice-Chair

Jane Vicherey, Secretary

Recording Secretary 11/15/17 Date